

**VILLAGE OF COLD SPRING PLANNING BOARD
85 MAIN STREET, COLD SPRING, NEW YORK 10516
Workshop meeting**

August 21, 2013

Members Present: Chairman: B. M. Molloy, Anne Impellizzeri and Arne Saari

The meeting was called to order at 7:22 P.M.

1. Policy and procedures:

The Board discussed the recent proposal by the ZBA regarding the notice of public meetings – The ZBA asked for comments from the Planning Board regarding the proposal of public notice. The Board reviewed and discussed their concerns. The Board members unanimously agreed there was no problem changing the amount of days to be noticed before a public hearing. The Planning Board will send a memo that reflects the following:

“The Planning Board concurs, no objection, to the ZBA changing, making the change in their notice procedures; however we, The Planning Board, think that this is an opportunity for all the Boards to coordinate and come up with a common application to the extent that it applies to smooth the process to applicants as well as the Boards going forward. “

The memo will be distributed to all Board members for review. The memo will then be sent to the ZBA before September 24, 2013.

2. New Business:

30 day notice period for SEQRA lead agency expired on Monday, August 19. As of the close of business on August 19th there were no objections to the Planning Board serving as lead agent for the SEQRA review for the Butterfield Realty application. A. Saari motioned for the Village of Cold Spring Planning Board to accept the role as lead agent for the Butterfield Realty application for SEQRA review. A. Impellizzeri seconded the motion. The motion was approved unanimously. As of August 21, 2013 The Village of Cold Spring Planning Board will be lead agency for Butterfield Realty SEQRA review.

It was noted The Village Board of Trustees will be selecting a consultant for planning process for the Butterfield Realty review and two new planning Board members.

The Planning Board will hold a workshop meeting on Wednesday, Sept 4, 2013 at 7:00 P.M. to start the Butterfield Realty application process. In attendance at that meeting should be Paul Guillaro, Special Counsel; Anna Georgiou; of the firm Mormser, Kiely, Galef & Jacobs LLP as well as the planning consultant and the two newly appointed Planning board members. Following that meeting will be the regular monthly meeting on September 18, 2013 at 7:00 P.M.

3. Correspondence:

Chairman Molloy acknowledged that a letter was received from the State of New York Department of Transportation dated 7/29/13 regarding the Butterfield Redevelopment Project which notes that a highway work permit will be required for the Butterfield Realty proposed work. **Chairman Molloy** noted that legal counsel has been notified and is presently engaged.

4. Minutes:

Policy for minutes - The Board discussed minutes being sent to the members before the regular meeting and sent to be posted on line within two weeks of each meeting.

- The minutes of August 7, 2013 were reviewed. **A. Saari** moved to accept the minutes as presented and **A. Impellizzeri** seconded the motion. The August 7 minutes were approved unanimously.
- The revised minutes of July 3, 2013 were reviewed. **A. Impellizzeri** moved to accept the amended minutes and **Chairman Molloy** and seconded the motion. The minutes of July 3, 2013 were approved. **A. Saari** abstained since he was not present at that meeting.
- The minutes of July 17, 2013 were reviewed as presented **A. Impellizzeri** moved to accept the minutes as presented and **Chairman Molloy** seconded the motion. The minutes were approved. **A. Saari** abstained since he was not present at that meeting.

5. Bills:

Bill from the Putnam County News and Recorder in the amount of \$16.55 affidavit of publication for the month of July for notice of SEQRA Requirements for Butterfield Realty. **A. Saari** moved to pay the bill and **A. Impellizzeri** seconded the motion. The motion was unanimously approved.

6. Board business:

The Building Inspector noted that a Building permit will be given to Foodtown and noted that Foodtown does not have to be referred to the Planning board. It was noted by the Building Inspector that all changes will be interior. The door where the Post Office currently is will be locked and covered with an opaque film and a freezer placed in front of it. There will be no traffic changes. **Chairman Molloy** will consult with the Village Attorney regarding the site plan. It was noted that this is an ongoing issue.

ZBA requests for review. **A. Saari** noted that The Planning Board should comment on Planning Board issues only when making their opinion. **A. Saari** noted he would come down read the files and review the site and invited all Board members to do the same and suggested if the opinion requested is for a big project the whole planning board will go in a group to review the site. **A. Saari** will review his findings with the Planning Board at the September 18, 2013 meeting at which time the Planning Board will give their opinion to the ZBA. In the future all Planning Board members will be notified of ZBA referrals as they come in through an email.

Kevin Foley, reporter from Philipstown.info asked if the letter submitted by Paul Guillaro started the process at submission of letter. Chairman Molloy noted that no formal review process can begin until a consultant has been hired. The formal beginning of the process will begin on September 4, 2013 when the Planning Consultant, Special Counsel and a full board will be present. Paul Guillaro will present his proposal that night. Mr. Foley also questions the change in meeting being the same for the Planning Board as well as the Village Board. Chairman Molloy responded that the Village Board changed the night temporarily due to vacations.

A. Saari moved to adjourn the meeting and **A. Impellizzeri** seconded the motion. The meeting adjourned at 8:03 P.M.

B.M. Molloy,
Village of Cold Spring
Planning Board Chairman

Date
